



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE
BOARD OF ARCHITECTS**

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, December 3, 2014 at 1:30 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware
MINUTES APPROVED:	January 7, 2015

MEMBERS PRESENT

John Mateyko, RA, Professional Member, President
Paul Guggenberger, RA, Professional Member
Todd Breck, RA, Professional Member
Kevin Wilson, RA, Professional Member, Secretary
Richard Wertz, RA, Professional Member
Joseph Schorah, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Jennifer Singh, Deputy Attorney General
Flora Peer, Administrative Specialist II

ABSENT

Prameela Kaza, Public Member
Elizabeth Happoldt, Public Member

OTHERS PRESENT

Nancy Payne, AIA Delaware
Derick Haese, NCARB

Call to Order

Mr. Mateyko called the meeting to order at 1:34p.m.

Review and Approval of Minutes

The Board reviewed the minutes of the November 5, 2014 meeting. Mr. Wertz made a motion, seconded by Mr. Guggenberger to accept the minutes as with one name correction. The motion carried unanimously.

Unfinished Business

Review Draft Legislation/Discussion of Regulation Changes to Further Clarify Registration Requirements - Discussion of Registration Standards

Mr. Guggenberger questioned if the Board should withdrawal the submission because of AIA opposition. Ms. Singh explained that the Division will be neutral. Mr. Mateyko recognized Nancy from AIA. Ms. Payne stated that AIA opposes the bill and requests to meet with the Board. Mr. Mateyko requested that the AIA send written comments to the Board by December 12, 2014 for discussion for the January meeting. Ms. Payne agreed that the Boards request was reasonable and will send in the information to Ms. Peer to distribute to the Board members.

Francis Criniti – Review of Re-Application Continued

Mr. Wilson reviewed Mr. Criniti's continuing education credits. Mr. Criniti had 12 for 2013 10 for 2014 and had submitted 2 credits for 2012. Ms. Singh stated that 6.2 and 6.3 which are calendar year CEs but if an applicant doesn't apply in the beginning of a calendar year the Board will have to address it. Ms. Singh requested that the regulations be updated. Mr. Wilson suggested change it to 12 in the past calendar year of the application. (12 for 2013) Mr. Wilson made a motion seconded by Mr. Wertz to approve application for licensure.

New Business

New Complaints to Assign a Contact Person

There were no new complaints.

Ratification of Certificate of Authorization Application(s)

Mr. Breck made a motion, seconded by Mr. Schorah to ratify the Certificate of Authorization's issued below. The motion carried unanimously.

Good, Chancy & Associates
Huelat Davis P.C
Boxwood Architects

Ratification of Reciprocity Applications – NCARB Certificate

Mr. Breck made a motion, seconded by Mr. Schorah to ratify the applicants by NCARB certification. The motion carried unanimously.

Steven Olson
Eric Catellier

Review of Application(s) by NCARB

Mr. Wertz made a motion, seconded by Mr. Schorah to ratify the applicants by NCARB certification. The motion carried unanimously.

Michele Solt
John Kamus
Kamal Paul
Fan Wang

Review of Re-Application(s) by NCARB - None

Review of Application(s) for ARE

Mr. Wertz reviewed the application of Christopher Donahue. Mr. Donahue had been approved to test before, but his time has expired. Mr. Wertz made a motion, seconded by Mr. Breck to approve to sit for exam.

Review of Applications by Direct Application

Hearing Officer Recommendations

Don Krause

Ms. Singh stated that Mr. Krause falsely attested to completion of CE and went over the hearing officers finding of facts and recommendations. Mr. Breck questioned if Mr. Krause submitted any documentation. Ms. Singh stated that he did not provide proof of CE or seal. The Board discussed the hearing officer recommendations. Mr. Breck questioned how a suspension would be regulated that the fine and completion of CEUs could be enough. Minimum time frame for payment and CEU would be 30 days from the time of receiving the order. Ms. Singh stated that a makeup plan would not be necessary. Mr. Breck made a motion, seconded by Mr. Wertz to approve the hearing officer recommendations of a minimum 30 day suspension, to be lifted after 1,500 dollar fine is paid and submittal of 24 make up CEUs in addition to but not in lieu of requirements for 2015.

Mary Olenick

Ms. Singh stated the hearing officer findings of fact and hearing officer recommendations for the Board. The Board discussed the hearing officer recommendations. The Board agreed to remove the recommendation of coming in for makeup plan. The Boarded changed the fine to 1,500 dollars, which is consistence with what the Board has previously fined Mr. Breck made a motion, seconded by Mr. Wertz to give 90 days to provide CUEs and pay the fine of 1,500 dollars. If completed in the 90day period there will be no suspension, a letter of reprimand will be issued. The motion carried unanimously.

Joseph Greco

Ms. Singh stated the hearing officer findings of fact and hearing officer recommendations for the Board. Mr. Greco had turned in the remainder of CE's and is now compliant. Mr. Schorah made a motion, seconded by Mr. Wilson, to approve the hearing officer recommendation the motion carried unanimously.

Robert Kretz

Ms. Singh stated the hearing officer findings of fact and recommendations for the Board. Mr. Kretz submitted his transcript for the hearing officer that provided proof that his CEUs were HSW credits though he still remained deficient. Mr. Breck made a motion seconded by Mr. Schorah, to give 90 days to pay the 1,500 fine and to complete remaining CEUs. The Board discussed the fine for Mr. Kretz and how what fines were charged in the past. Mr. Wertz made a motion, seconded by Mr. Breck, that Mr. Kretz's fine be reduced to 1000 dollars, a letter of reprimand would be issued 90 days would be given to complete the remaining CEUs. The motion carried unanimously.

John Marshall

Ms. Singh stated the hearing officer findings of fact and recommendations for the Board. Mr. Marshall was deficient due to extenuating circumstances. Mr. Marshall had made up the remaining CEUs before the hearing. Mr. Mateyko stated that this should not come up as discipline on his license. Mr. Mateyko made a motion seconded by Mr. Wertz, that there should be no disciplinary action. Mr. Marshall would be flagged for the next audit. The motion carried unanimously.

Timothy O'Neill

Ms. Singh stated the hearing officer's findings of fact and recommendations for the Board. The Board discussed the hearing officer recommendations. Ms. Singh stated that Mr. O'Neill had been deficient 7 CEUs. Mr. Breck made a motion, seconded by Mr. Schorah give Mr. O'Neill a letter of reprimand, 90 days to pay the 1,500 fine and complete 7 CEU for 2013. Mr. O'Neill would also be flagged for the next audit. Motion carried unanimously.

Jack Smith

Ms. Singh stated the hearing officer's finding of facts and hearing officer recommendations for the Board. The Board discussed the hearing officer recommendations. Ms. Singh stated that Mr. Smith had completed 24 CEUs outside of the audit period, the Board could accept 19 CEUs as make up credits. Mr. Breck made a motion, seconded by Mr. Wertz, to give Mr. Smith 90 days to pay the reduced fine of 1,000, and a letter of reprimand.

Other Business Before the Board (for discussion only)

Mr. Wertz brought up a subcommittee planned to meet with various departments.

Mr. Breck requested that the minutes from the JSC meeting be distributed to the Board.

Public Comment

There was no public comment.

Next Scheduled Meeting

The next meeting will be held on January 7, 2015 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

With no further business before the board, Mr. Breck made a motion, seconded by Mr. Schorah, to adjourn the public meeting. The motion carried unanimously. The meeting adjourned at 3:33 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Flora Peer". The signature is fluid and cursive, with the first name "Flora" written in a larger, more prominent script than the last name "Peer".

Flora Peer
Administrative Assistant II